

Board of Vocational Rehabilitation
June 19-20, 2008
Best Western Ramkota Hotel
Aberdeen, South Dakota

YOUTH
LEADERSHIP
FORUM

Prior to the regular meeting, Board members were invited to attend the Youth Leadership Forum held at the Student Center on the Northern State University's campus.

BOARD MEMBERS
PRESENT:

Tom Kober
Grady Kickul
Beth Haug
Shelly Shock
Kathy Hassebrook

Dan Rounds
Larry Tolzin
Monte
Tschetter
Dr. Jessie
Easton

Interpreters:
Christa Gunderson
LeAnn Jorgenson

OTHERS
PRESENT:

Bernie Grimme
Kim Crossen

Ann Fortin
Robert Kean

Staff:
Colette Wagoner
Laura White

BOARD MEMBERS
ABSENT:

Ron Ronshaugen
Elaine Roberts

Mary l'Atala
Melissa Flor

Lyle Cook

CALL TO ORDER:

Chairman Tom Kober called the meeting to order at 2:45 pm in the Meeting Room B at the Best Western Ramkota Hotel in Aberdeen.

**OPENING
ACTIONS**

WELCOME:

- Tom welcomed the group and thanked them for traveling to attend the meeting.
- Attendees were asked to introduce themselves.
- Tom reminded the group of the Meeting Protocol.

AGENDA:

A motion to approve the Agenda as presented with adding the presentation on ERN tomorrow morning was made (M), seconded (S) and carried(C).

MINUTES:

- **Motion to approve the BVR March 10-11,2008 meeting minutes as written was (M), (S) and (C)**
- **Motion to approve the May 27, 2008 Executive Committee meeting minutes as written was (M), (S)**

& (C).

PUBLIC COMMENTS:

Shelly Schock thanked the Board for their financial support of the Americans with Disabilities Act (ADA) Picnic, which will be at Canyon Lake Park at 11:30 am on July 25th. There will be a lot of great speakers and entertainment. Shelly stated she would contact Colette with more information to be shared with members. According to Shelly they are hoping for 200-225 people, it is a community wide event and everyone is invited to participate if they can.

- Grady commented that there is also a similar event in Sioux Falls on July 26th. The best thing about these events is that we get to celebrate all the good things that have been accomplished since the passage of the Americans with Disabilities Act.

DIVISION DIRECTORS REPORT:

Director's Comments:

- Grady thanked Shelly for her comments.
- YLF-
 - Grady stated that he was just so fired up over the YLF reunion luncheon. It was probably one of the best groups of kids they have ever had. Everyone was very respectful and it was a very rewarding experience. Everyone had a blast and this is such a fantastic program and he was so grateful for the experience.
 - The awards were extra special this year being signed by the Governor and the kids seemed genuinely gracious to receive their certificates.
 - It was such a joy to see Cody. He has watched him as a first year participant, going through school, then graduating, then marriage, and then on to having children of his own. It is awesome to have been able to follow his success over the past 10 years. It just shows what an impact that this Forum has for future leaders. There are lots of Cody's, Katy's, and Betsy's just waiting to bust out and succeed and this Youth Leadership Forum is the perfect catapult for them.
 - The support for honoring Dick Hicks was greatly appreciated. It truly is coming two fold of what Dick's vision was in the beginning.

- Grady wanted to acknowledge the Transition Services Liaison Project staff for all their work in coordinating the YLF. It is a lot of work but the rewards are immeasurable and you all did a FANTASTIC JOB! WELL DONE!
- Grady pointed out that, as he looked around the table this is going to be an interesting transition time for the Board. “We have six individuals leaving assuming that appointments are made. It is important to acknowledge- Tom Kober, Ron Ronshaugen, Larry Tolzin, Shelly Schock, Dr. Jessie Easton and already resigned spot of Brady Kerkman. Thank you for a wonderful job and all of your contributions over the past years. We have accomplished a lot over the past 6-10 years together,” Grady stated, “For those of us staying around, we are losing a lot of expertise- there is going to be some growing pains at first but we still have a depth of knowledge and the capacity to go on to be the best we can.”
- Appointments are being made as we meet.
- Next week Bernie, Colette, Gaye Mattke, and Dave Miller will be attending and representing the Boards at the State Rehabilitation Council training in St. Louis. Hopefully they will be bringing back a lot of good information to help us continue to improve our mission.
- Once new appointments are made, we will most likely spend the first meetings in review. This will be beneficial to old members as well as new.

DIVISION'S BUDGET UPDATE:

Grady reported:

- The fiscal year will be ending in a few days.
- Resources and budgets have been closely looked over and they look a lot different than a year ago.
 - The Division has gone off the Order of Selection
 - Spending is back in line with the state allotment.
 - A significant drop in applications was noticed over the year (approximately by 500).
 - All individuals that were on a waiting list have been notified and moved into services.
- The Division has adequate funding and it appears resources will remain good at least until the end of FY

2009.

- There are no plans to re-implement Order of Selection.
- Assisted Daily Living Services for the FY08 budget:
 - Resources not being adequate forced people to go on a waiting list.
 - The program is currently serving 105 people, costing approximately \$35,000 per person.
 - There are 25 individuals on a waiting list.
 - The Division is \$600,000 over budget.
- During session a \$1,000,000 expansion was approved with an effective date to start July 1, 2008.
 - With this boost all individuals on waiting list will be served.
 - The Division is pleased with the expansion and the program is getting close to 125-130 people being served annually.
 - Five years ago we served only 55 individuals.
 - Hiring personal attendants is a challenge in smaller communities. But with hourly rates becoming more competitive hopefully this will start changing.
 - The problem needs to be addressed globally.
- The budget request cycle will start up again shortly for FY 2010.

BOARD/COUNCIL APPOINTMENTS:

- This will remain on the agenda until appointments are made.
- The Statewide Independent Living Council (SILC) received notice that appointments had been made so it hopefully won't be too long a wait for the Board.
- At the next meeting we most likely will be doing an orientation since we will have so many new members.

DRAFT/FINAL POLICIES:

Bernie Grimme circulated the draft program guide "Policy on Self-Employment".

- Discussion was held on the updates and changes
- Training will be held in Winner and will cover:
 - Comprehensive assessments, consumer choice, services and planning.
- Three primary agencies to utilize for current resources

are:

- Small Business Administration, SCORE and the Small Business Development Center.
- The Division is also updating the Financial Needs Policy in cooperation with the Division of Service to the Blind and Visually Impaired.
- The language noted in the current policy is very out dated (e.g., computer related devices).

YEAR END REPORT (revisited item):

- This item was left on the agenda from the previous meeting. Board members were invited to take the document and review it at their leisure in March. There were no comments or questions.

TICKET TO WORK REGULATIONS:

Grady explained:

- Back in 1999 the Ticket to Work regulations came into effect.
- New regulations are being implemented starting July 21, 2008, which should lead to significant changes. The changes will offer more choice for individuals with disabilities and opportunity to go to work.
- The new regulations create opportunities for the Division to provide long-term supports, work with more Employer Networks and cost share with providers.
- The Division will switch to the milestone payment method vs. the cost reimbursement payment. The new payment system will generate more income for the Division to re-invest into case services.
- Maximus is handling the tickets and calls. They have been doing well and have great customer service.
- SD is the third highest percentage for tickets issued (5.18%).
- Out of two million nationwide applicants, 190,000 referrals were sent to the public vocational rehabilitation programs.
- A handout was distributed for those wanting more in-depth information on number of tickets assigned.

FAIR HEARING UPDATE:

Bernie explained that the Division is required to share due

process hearing decisions with the Board.

- There was one person seeking financial assistance for higher education. It was found that they were employable with their Bachelors Degree so they were denied funding to get a Masters.
- Each Fair Hearing is determined on a case-by-case situation.

DRAFT
STRATEGIC
PERFORMANCE
PLAN GOALS,
OBJECTIVES and
MEASURES:

Grady stated that the Draft Strategic Performance Plan, Goals, Objectives and Measures were sent to Board on May 12th. The Board was asked to review and comment on them. All boards, agencies, and councils' comments are due July 1.

- The Division has no issues and will do what is asked without additional burden. This will enable comparisons of state programs.
- The Division will go ahead with the plan and do what is required.
- A concern was raised on the transition age of youth and how it is defined.
 - Anyone under the age of 24 years is considered a youth.
 - Twenty-three is too old to start on transition, need to start with 16-17 year olds.
 - Division serves youth who are 17-19 years of age.
 - Earlier the intervention the better the outcome.
- Anyone with other comments or concerns please contact Bernie.
- There will be more data at future meetings.

WORKFORCE
DEVELOPMENT
COUNCIL UPDATE
(COUNCIL):

- There was a meeting in Pierre on April 3rd.
- A significant announcement was made a couple years ago regarding the defunding of the Career Learning Centers. There are now similar proposed cuts with the Alternative Schools funding.
- Department of Labor and Department of Education have come to an agreement and within one year the Alternative Schools will transfer from the Department of Labor to the Department of Education.
- The Divisions (DRS & SBVI) State Plans were presented to the Council for approval.
- Grady also explained that with Larry Tolzin terming off

the Council, action was taken during the April meeting to designate Grady as the Council representative to the Board.

- The next meeting is July 9th.

STATEWIDE INDEPENDENT LIVING COUNCIL (SILC):

- The Governor has made seven appointments.
- At the last meeting Bob Michaels, a specialist in Independent Living came and provided training for Centers for Independent Living staff and SILC Board Members.
- After a review a year ago it was found that the council was spending too much time on funding issues. Funding issues should rest with the Division. Therefore the SILC will re-examine its' priorities, redesign what is important and how to make a greater impact in terms of disability related issues.
- Next meeting is July 15th and 16th in Aberdeen.

FREEDOM TO WORK PROJECT (FTW) UPDATE:

- At the last FTW meeting held on May 12th it was reported:
- Project ERN is coming along nicely and working on Strategic Planning. Discussion was held on what we are going to do as a project for the next 4-5 years.
- The project has accomplished the four points of improvement for the Medicaid Buy-In.
- We are currently working on the employer related activities or initiatives.
- Currently, 70 individuals are on the MAWD Program. We anticipate close to 100 by the start of next year.
- We are taking a conservative approach to expansion of the program. It seems like we are taking small steps in addressing the uninsured but if we jump full force, we may see no future funds.
- Next Freedom to Work Meeting will be June 24th and 25th in Ft. Pierre at the Holiday Inn Express.

OTHER:

Tom reminded members that they received a proposed amendment to the bylaws in the mail on May 30th. He asked them to please review it and be ready to take action on the document tomorrow morning.

ADJOURNMENT: **Motion was MSC to adjourn and meet back again in the morning of the 20th at 8:15 a.m. Meeting was adjourned at 4:56 p.m.**

RECONVENE: Chairman Tom Kober called the Board of Vocational Rehabilitation meeting back to order.

WELCOME: ➤ Tom welcomed the group back and hoped they had a good nights rest and were ready to get back to business
➤ Tom reminded the group of the meeting protocol.
➤ Added to this morning's agenda will be a presentation of the ERN project with Kathy Hassebrook.

ERN Kathy stated there is good news and bad news.

PRESENTATION: The Bad:

- We are still waiting on others to make ERN their top priority. Other organizations seem to have a lot going on at this time and we have been having some trouble getting the feedback needed.
- We thought we would be further along by now. It is just a slow process.

The Good:

- ERN will be going live soon on the State SHRM's website. The monthly diversity informational sheets will also be posted.
- Toolkit for employers is being modeled for SHRM members.
- The State SHRM website will link to the Aberdeen SHRM and ERN can be accessed here.
- Kathy will apply for the Pinnacle Award again.

Kathy gave a brief tour of the ERN site. She explained the different links and the ease of utilizing it.

- A huge thank you to Kim Crossen. He has been a key person in making this project a reality. He has been designated as the "go to" person for any vocational rehabilitation questions.
- Once we do go live, we will make the site and links available.
- She is proud that this project started in Aberdeen and is excited to see it put into action. She is hoping that this will be a model for all of South Dakota. Hopefully other regions will take the model and incorporate into their

organizations.

- It is an idea of Partnership
- The next piece to ERN will be to do training with applicants and give exposure to the employers.
- Instead of begging we are now selling.

Grady closed the discussion with saying it is great to have a Human Resources Professional working with us. We are very lucky to have Kathy working with us. "Thank you to Kathy, we all know that sometimes trying to move forward can be frustrating, but you have been a key player and your dedication to this project is making major attitudinal and cultural changes with employers. Now when an employer has a question they know where to turn to."

STATE PLAN SUBMISSION PROCESS:

Bernie distributed the updated State Plan attachments and provided an overview of each.

He also stated:

- The Division is close to having the final document done.
- The State Plan and related attachments are available on the website and if anyone has comments please send to them to Bernie.
- Want to say thank you to everyone for all their work and especially Colette Wagoner and her work.

Grady acknowledged Bernie's work and that of the Consumer Services Committee. "You all have done a great job, you have taken the goals and made them solid and obtainable. The State Plan is a reflection of the Agency and you all have done a fantastic job making it a living plan."

PROPOSED BYLAW CHANGE:

A proposal to suspend the Roberts Rules of Order pertaining to Member at Large. There has been a close call in the past and with all the turnover of members; and even more so limited with the Member at Large concept being a person with disability who is a past or present recipient of vocational rehabilitation services.

Discussion was held on the feasibility and wording of amending the bylaws.

ACTION: A motion to Amend the Bylaws to read: "At least one of the officers shall be a past or present recipient of VR Services, or a parent or family member of an individual who is or has been a recipient of vocational rehabilitation services. Motion was Made Seconded and

Carried.

- Discussion was then held on how the board can avoid losing so many knowledgeable and dedicated members at one time.
- The board appointments are up to the Governor's Discretion. Would there be any merit in creating an ex-officio position on the Board, which would be time specific or project specific to avoid what the Board is currently facing.
- The Board was asked to look over the By-Laws between meetings and it will be added to the next meeting's agenda for discussion.

PROPOSED SLATE OF OFFICERS:

The Proposed Slate of Officers are as follows:

Chairperson - Monte Tschetter

Vice Chairperson - Beth Haug

Member at Large - Dan Rounds

Each Office was opened for nominations.

Called three times for any other or additional names.

Nominations were then closed.

MSC for Monte Tschetter as Chairman

MSC for Beth Haug as Vice Chairman

MSC for Dan Rounds as Member at Large

Congratulations to Monte, Beth and Dan for their newly elected positions.

FUTURES INITIATIVE PROJECT UPDATE:

Bernie explained the Futures Initiative Project is going really well. They started with six staff members and one dropped out. They are currently in the midst of finishing up their first projects. The project will provide succession planning for those looking at retirement down the road. There is no guarantee for promotion but provides managerial and supervisor skills' training.

Ann Fortin was at the meeting to explain her project.

- Her focus was on "What kinds of opportunities are available for Independent Living Services'.
- She is also examining assessments. Looking at assessments of what truly interests consumers and job satisfaction. What is the correct/true job fit for consumers?

- “WOWI” is a comprehensive assessment, which provides job ideas. Counselors will receive training on how to utilize WOWI.
- The project was more in-depth than first thought but it has been a great learning experience.

Kathy stated this would be a GREAT opportunity to partner with the ERN project.

Dr. Easton commented that this is a great way to look forward to developing leaders instead of waiting for a position to empty and fill. She would like to commend all those that have stepped up.

Grady concluded in saying- These five individuals aren't looking at this as additional duties, they are looking at the projects as a way to make the agency become better.

- The top six or seven managers are eligible for retirement within the next five years or so.
- This will make the transition so much easier.

OTHER:

- Kathy stated that the Governors office is making calls as we meet. She was just contacted and asked to serve three more years. (She said yes, of course!)

FAREWELL TO OUTGOING MEMBERS:

Grady spoke on behalf of the Board in saying that the many contributions of the outgoing members will not be forgotten. Each of you- Tom Kober, Shelly Schock, Larry Tolzin, Dr. Jessie Easton, Ron Ronshaugen, and Brady Kerkman whom resigned a few months back- have made a remarkable difference to this Board and we will not only miss your presence but your input and dedication.

Grady then presented each outgoing member present a plaque to solidify the appreciation that the BVR Board extends to him or her. Since Ron was not able to be present we will deliver his plaque to him within the next few weeks.

- Tom said a few words- “It has been my pleasure to lead this group. The commitment from all the members has made such a big difference to all people with disabilities. I would like to congratulate Monte on filling my chair. I believe you will do a great job and you have a great source of knowledge and dedication to work with. Thank you for the opportunity to serve. Thank you.”

Grady concluded with saying Tom has been a most excellent

Chairman and because of his dedication everyone has a voice.

**CLOSING
ACTIONS:**

FUTURE AGENDA ITEMS:

- A question was raised regarding the survey disseminated by RSA inviting comments on the draft measures for the Vocational Rehabilitation Strategic Plan's goals and objectives. This was an agenda item discussed earlier in the meeting. Grady asked members if they receive similar items in the future to let staff or the Division know, just to ensure everyone is aware of the information.
- Future look at By-Laws. Discuss where to go and do an update.

SCHEDULING OF NEXT MEETING:

The next meeting will be scheduled in Ft. Pierre the week of September 8, 2008.

REMINDER: Host luncheon with SD Association of Community Based Services the afternoon of November 13th.

ADJOURNMENT: Motion to adjourn the meeting – MSC. Meeting was adjourned at 10:26 a.m.